

Agenda

Parks, Recreation and Cultural Resources Commission

Monday, January 5, 2004
City Hall, Committee Room
455 E. Calaveras Blvd.
7:00 PM

I. Call to Order

II. Flag Salute

III. Roll Call

IV. Seating of Alternates

V. Approval of Agenda: January 5, 2004

VI. Approval of Minutes: December 8, 2003

VII. Citizens Forum

Members of the audience are invited to address the Commission on any subject not on tonight's agenda. Speakers must supply their name and address for the record. Commissioners cannot respond to issues brought forward, but may request that the matter be placed on the agenda of a future meeting.

VIII. Announcements and Correspondence

Milpitas Youth Soccer Presentation – Mike Baker (10 minutes)

IX. Old Business

1. Family Child Care Assistance Fund Policies and Procedures Update (Toby Librande, Child Care Coordinator)

Background: In 1991, the Milpitas City Council funded a Child Care Study to assess the status of the child care systems in Milpitas and to review best practices and implement action steps. The Council received the full report with staff recommendations in March 1994. One of the recommendations from this report was to initiate a new grant program for family child care providers. Staff created a pilot program that was presented to the Parks, Recreation and Cultural Resources Commission (PRCRC) on November 8, 1995. At this meeting, the PRCRC reviewed and unanimously approved the Child Care Grant Program and Process. The item was then agendized for the January 23, 1996, Milpitas City Council meeting. At this time, Council unanimously approved the proposed Child Care Grant Program, permitting implementation and advertising 30 days from the Council's approval. The first round of funding began the same fiscal year, 1995/1996,

with three grants being issued. Please refer to the Attachment “Comprehensive Family Child Care Assistance Fund Grantee List” for a complete breakdown of funding beginning in 1995/1996 through the present.

The only changes to the program over the past eight years have been monetary in nature. The fiscal year budget increased, from the initial annual funding of \$2500.00 in 1995/1996, \$3500.00 in FY 1999/2000, to the current level of \$4000.00 in 2001/2002. Also, the individual annual grant limit increased effective FY 2002/2003 from \$250.00 to \$500.00 per applicant. No other changes to the Policies and Procedures have been adopted.

Since the inception of the grant program, the recognized importance of the child care field has blossomed. Two trends have helped support the concept that child care is more than just “babysitting”. The first trend is that of current brain research, which continues to demonstrate the importance of quality early learning experiences for young children’s optimal development. The second trend, which has emerged over the past decade is the idea that quality child care environments not only support the healthy development of children, but also support the healthy development of local economies. If children are in quality care, parents can contribute to the workforce, which strengthens local businesses. These trends, taken together with feedback received from grantees (regarding both the content of the policies as well as the steps in the process), prompted staff to begin a policies and procedures review of the Family Child Care Assistance Fund. Staff identified four desired outcomes to updating the Family Child Care Assistance Fund Policies and Procedures:

1. To align the funding priorities with current county, state and federal priorities
2. To clarify the language of the document to be more reader-friendly
3. To reorganize the details of the eligibility requirements, funding priorities, fiscal limits and application process, and
4. To address possible provider licensing issues and outline the procedure for funds recovery.

Staff utilized the above desired outcomes to guide the Family Child Care Assistance Fund grant program update. Various changes were incorporated into the proposed Policies and Procedures document, which are detailed below. Staff then forwarded the current Policies and Procedures and the proposed changes to the City Attorney for review. In addition to an overall review, staff requested that the City Attorney specifically review the proposed priority funding change and suggest a process by which the City could recover grant funding should a grantee have a problem with licensing or close their business. The City Attorney’s response via email is attached to the Commissions packet for review. In addition, the suggested language covering the licensing issue was incorporated into the Fiscal Limits and Conditions, Items 3 and 4.

The most significant changes to the Policies and Procedures are as follows:

1. The title of the program was changed from the Individual Family Child Care Assistance Fund to the Family Child Care Assistance Fund.
2. The Purpose section was rewritten to clearly state the goal for the grant fund, “ to increase program quality in Milpitas family child care homes”, and define the term “family child care home”.
3. The Eligibility Requirements were streamlined.
4. The 51% resident requirement was removed. Justification for this change centers around the concept that child care supports not only residents, but also local businesses. For continued economic vitality, local businesses benefit by having accessible child care for their employees.
5. Applicants must now submit a copy of their current family child care license issued by the Department of Social Services, Community Care Licensing.
6. The term that grantees have to return documentation of grant expenditures was changed from 30 days to 1 year. The condition was added that grantees that have not submitted all necessary paperwork are not eligible for subsequent grant allocations until City staff has received the missing items.
7. Funding priority details were added. Priority funding now will go to support providers who care for children with special needs or developmental delays. Specific examples of appropriate second priority funding requests were also outlined.
8. The fiscal limit section was expanded to include funding conditions. Specifically, language was added per the City Attorney outlining the conditions by which a grantee must return funding to the City.
9. The Parks, Recreation and Cultural Resources Commission may now recommend any amount deemed appropriate, which may be less than or up to the full \$500.00 annual limit. The PRCRC may not recommend funding which exceeds this annual limit.
10. The current Acceptable Funding Criteria section was rewritten and incorporated into the new Funding Priority section.
11. The Application Process section was flushed out to detail more precisely the responsibilities and process of the applicant and the City staff.
12. Under the Application Process section, Item 9, grantees may now be invited to sign a Press Release Consent Form, in order to have press releases issued to highlight the provider and grant disbursements.

Included in the Commission packets are four items for review:

1. The current Individual Family Child Care Assistance Fund Policies and Procedures Document
2. The proposed Family Child Care Assistance Fund Policies and Procedures Document
3. The Comprehensive Family Child Care Assistance Fund Grantee List
4. The e-mail response from the City Attorney, Mr. Peter Spoerl

At the December 8, 2003, PRCRC meeting, the Commission tabled this item so the Commission would be able to review the document and bring any recommendations for changes to the January 5, 2004, meeting.

Staff Recommendation: Discuss and approve the proposed changes to the Family Child Care Assistance Fund Policies and Procedures.

X. New Business

1. Election of Officers

Background: According to the Parks, Recreation and Cultural Resources Commission By-Laws, Section 5. Officers, "A Chairperson and Vice-Chairperson will be annually selected at the first meeting of the calendar year from the appointed members for a term of one year."

Recommendation: Adhere to PRCRC By-Laws and hold nominations for the 2004 Chair and Vice Chair Officers.

2. 2002 Park Bond Act (Proposition 40) (Blair King, Assistant City Manager)

Background: On August 5, 2002, the PRCRC recommended that the City Council use the City's 2000 State Park Bond (Proposition 20) funds to pay for the rehabilitation of playground equipment and to provide for improved handicapped access at Hall, Dixon Landing, Foothill, and Pinewood Parks. At the time the Commission took this action, the Commission was presented with a ranked list of potential projects and asked to recommend the highest priority project. The Commission was also advised that a second allocation of park bond funds from the State's 2002 Park Bond (Proposition 40) would be available soon and that the Commission would be asked to recommend expenditure of these funds at a later date.

The Commission is now being asked to consider the 2002 Park Bond disbursement. Consistent with the rankings the Commission previously considered, it is recommend the Commission recommend that City Council commit its 2002 Park Bond allocation of \$453,761 to resurfacing outdoor athletic courts, e.g. tennis and basketball courts.

The 2002 Park Bond grants come from two components, the Per Capita Program and the Roberti-Z' Berg-Harris (RZH) Block Grant Program. The City's allocation under the Per Capita Allocation is \$281,000. The funds may be used for acquisition or development. The definition of development includes the renovation and expansion of existing facilities. The funds may not be used for usual and routine maintenance. The RZH Block Grant Program is one of three components of the RZH Program. The City's allocation under the RZH Block Grant is \$172,761. In 2003, with the passage of AB 1747, the match requirement of the RZH grant was eliminated. There are no match requirements for either grant. However, additional money may need to be appropriated to the selected project in order to address project needs or to provide a satisfactory amount of funds to complete the project.

In October 2001, Planning, Recreation, and Public Works staff began to list possible projects for Park Bond expenditures. In total, close to 75 different park and open space needs were listed. Staff considered need, previous efforts, and other available funding sources to develop a ranking of six projects for Park Bond funding. They were: (1) Park Playground Rehabilitation, Safety, and Accessibility; (2) Athletic Court Resurfacing; (3) Off-Leash Dog Park; (4) Alviso Adobe Renovation and Site Improvements; (5) Sports Center; and (6) Trail Program.

With the exception of Cardoza Park, the playgrounds most in need of rehabilitation have been, or in the process of being, improved. This list includes Pinewood (two playgrounds), Dixon Landing, Hall (two playgrounds), Foothill, and Selwyn Parks (Selwyn is funded via CDGB). Cardoza Park is identified for improvements along with the Sports Center project. If the Sports Center project should be delayed, a recommendation may be made to proceed with a stand-alone playground safety and handicapped accessibility project for Cardoza Park.

The Off-Leash Dog Park has been completed. The City's Engineering Division continues to struggle with issues of site access related to the Alviso Adobe; however, funding is available. Of the top six priority project, only the Athletic Court Resurfacing project currently has no identified funding source.

Milpitas has approximately 194,866 sq.ft. (4.47 acres) of athletic court surfaces including tennis, basketball, and handball courts. Athletic courts at Pinewood, Gill, and Dixon Landing Parks have recently been resurfaced. Courts at Hall, Yellowstone, and Calle Oriente Parks are in need of repair or major rehabilitation. Assessment by staff and the public of these courts indicate surfaces are in poor condition and some courts may require reconstruction.

The City Council must take action by June 1, 2004, in order to secure the 2002 Park Bond grant funds.

Staff is also monitoring other available Park Bond funds in order to leverage as many other grant funds as possible. More information on the California Park Grant Programs is available on the California Department of Parks and Recreation website:

www.parks.ca.gov.

Recommendation: Recommend that the City Council designate the use of the 2002 (Proposition 40) Park Bond funds for athletic court surfacing project.

Staff Reports

1. Parks Monthly Response Log

XI. Liaison Reports

1. City Council – Council Member Polanski (50th Anniversary Update)
2. Community Advisory Commission – Commissioner Mohsin
3. Senior Advisory Commission – Commissioner Gill
4. Planning Commission – Commissioner Tuason
5. Youth Advisory Commission - Commissioner Munzel
6. Milpitas Historical Society –
7. Arts Commission – Commissioner Krommenhock
8. Alviso Adobe Sub-committee (Commissioner Gill, McGuire, and Mohsin)

XII. Future Agenda Items

February – Park Priorities

XIII. Adjournment